

# ***Coleshill Town Council***

Meeting of the **COLESHILL TOWN COUNCIL** held in the Old Courtroom, Town Hall, High Street, Coleshill on **WEDNESDAY, 21 JUNE 2017** at 7:00 p.m.

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PRESENT: - Cllr. Battle, Town Mayor, in the Chair.

Councillors: - Breeze, Farrell, Farrow, Richardson, Symonds and Wallace.

## **17/17 APOLOGIES**

Apologies were received from Cllrs. Mason and Wootton.

## **17/18 DECLARATION OF INTERESTS**

There were no interests declared.

## **17/19 MINUTES OF THE MEETING HELD 17 MAY**

The Town Council's representative was no longer a Councillor and it was suggested that at the next meeting, the appointment should be either reaffirmed or amended.

## **17/20 COMMUNICATIONS FROM THE TOWN MAYOR**

On 17 June, the Mayor had been pleased to attend the Peace Great Get Together. A total of 18 residents who had been sponsored, including Cllr. Farrell, abseiled down the Coleshill Parish Church. With Cllr. Farrell's personal sponsorship of £221.25, there would be at least £956.25 raised to go to the Jo Cox Foundation.

The "Battle on the Croft" was planned for 2 September and would have a tug of war competition, stalls and other entertainment.

## **17/21 PARTICIPATION OF THE PUBLIC**

Mr. Henry Twigge raised concerns about the highways issues on the planned Trajan Hill housing development. Cllr. Farrell reported that the application had been opposed by the Town Council but had been given approval by the Borough Council. That council was seeking Section 106 payments from the developer. There were no known sales of properties on Trajan Hill, which might make progress more difficult for the developer.

The Cole End Bridge, Mr. Derek Axe felt, was a historic asset of the town but appeared to have a sunken deck and stones /bricks in need of a large repointing exercise. Mr. Peter Fowler believed that some County Council officers were aware of these issues and were considering actions. The newly appointed County Councillors Colin Hayfield and David Reilly both agreed to take up the issues. Councillor Reilly proposed that in addition to the structural considerations, he would work with the Town Council to ensure that the historic nature of the packhorse bridge and its setting in Cole End Park were properly recognised, promoted and enhanced as a historic and ecological asset for the town.

After a recent cyclist fatality, Cllr. Reilly said a priority for him would be for traffic safety and he would be looking at the need for HGV movement control and bollards to stop unsafe parking. Cllr. Hayfield said that he wanted to give prior notice it was the intention of both County Councillors to hold a discussion session with the Town Council in planning their 4-year term objectives. The Traffic Management Group had been mentioned at this meeting. Cllr. Hayfield added that the discussion session was to be at a convenient time in the future and it could cover plans on traffic related issues.

#### **17/22 TO APPROVE THE PREVIOUS MINUTES**

In relation to the minutes of the Community & Environment Committee meeting of 31 May, Cllr. Farrell confirmed to members that the County Council would be attending to the southern border path of the Memorial Park and also quoting for the car park and drive. He added that the Lea Marston football pitches were likely to close and there would be pressure for the Town Council to accommodate more teams.

In item 17/11, 'encourage' should read 'encouraged'. With this amendment, these minutes were proposed by Cllr. Farrell, seconded by Cllr. Wallace and **ADOPTED** unanimously.

The minutes of the Planning Committee on 7 June were proposed by Cllr. Breeze and seconded by Cllr. Symonds and those of Resources & Amenities Committee on 14 June were proposed by Cllr. Symonds and seconded by Cllr Richardson. Both sets were **ACCEPTED** nem. con.

#### **17/23 APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT 2016/17**

The Town Clerk referred to the fact that the Internal Audit was completed on 15 May and the Annual Governance Statement 2016/17 presented a clean set of measures. It was necessary to consider the Governance Statement and processes in advance of the financial statements, as they were two distinct exercises. Cllr. Wallace wished to record thanks to the Town Clerk for the report and adherence to a tight timetable. The Mayor was unanimously **AUTHORISED** to sign the statement and allow its despatch to the External Auditor.

#### **17/24 APPOINTMENT OF INTERNAL AUDITOR FOR 2017/18**

Ms. Diane Malley was prepared to complete the Internal Audit of the 2017/18 Accounts and was therefore proposed by Cllr. Farrell, seconded by Cllr. Richardson and **APPOINTED** unanimously.

#### **17/25 APPROVAL OF THE 2016/17 ACCOUNTING STATEMENTS**

Copies of the 2016/17 Accounting Statements end of year return had been circulated and the Town Clerk explained that higher spending on staff and the Memorial Park Project Phase I caused some substantial year on year variances to need explanation on the return.

Cllr. Wallace requested an annual value for money and progress report on the Community Hub. The Town Clerk agreed to provide such a report at the next Town Council meeting.

The Mayor was then **AUTHORISED** to sign the return to the External Auditor.

### **17/26 WATERING ASSISTANCE - COLESHILL IN BLOOM**

In reading the pre-circulated report, Cllr. Wallace noted the suggestion to buy water holding items which had sprayer attachments. She identified that the planters did not need a spray-fill as this would take too long. Mr. Derek Axe was a member of the Coleshill in Bloom committee and was invited to speak. He concurred that a sprayer was not needed and advised that he had recently discovered a 500kg tank which would be suitable for the Council's van, given its 850kg payload.

Cllr. Farrell proposed the suggestion in the report that the Park Ranger be granted additional hours on a seasonal basis (4 hours a week for 8 weeks would cost around £270 per year in overtime) but then to delegate the purchase of water containers items to the Town Clerk to obtain the right type of containers, given the above. Cllr. Wallace agreed that additional hours had to be offered in order that the grounds staff was able to keep up with the workload. She seconded the proposal, which was **ACCEPTED** unanimously.

### **17/27 SIGNAGE AND RULES FOR THE TENNIS COURTS**

Cllr. Farrell gave the background to the need for signage. After discussion, members amended the detail to have a 7 am start for bookings each day, additional signs to show which was Court A and B and a preference for a monthly change of the codes on Clubspark. It was also felt that the signs should be acquired from a local supplier, even if more expensive than Vista Print.

With these stipulations, the signs, rules and regulations were **ADOPTED** unanimously, as proposed and seconded by Cllrs. Farrell and Breeze.

### **17/28 GRANT SCHEME 2017**

The timings for the scheme were accepted, as per the report.

In relation to the Grant Awards Sub-committee, the Mayor felt that he should stand down for this year and Cllr. Symonds agreed to take his place.

As regards the presentation of cheques, it was proposed by Cllr. Symonds and seconded by Cllr. Farrell that successful voluntary organisations should be offered the option to have their cheque presented at one of their own meetings or events. This was **ACCEPTED** nem. con.

Other suggestions to assist the process were to be watchful of complaints last year from awards to organisations outside Coleshill (from Cllr. Wallace), to reissue the review meeting notes to the Grant Awards Sub-committee (Cllr. Breeze) and to attempt to present representatives of the successful voluntary organisations on stage at the Christmas Fair (Cllr. Farrell).

### **17/29 TOWN CLERK REPORTS**

As Cllrs. Farrell and Wootton had conflicts of interest (trustees of the Coleshill Grammar School Education Fund), the Town Clerk had liaised with the Mayor and Cllr. Farrow (Vice Chairman of Community & Environment Committee) regarding valuations of cemetery land.

For a £900 fee, the Valuation Office Agency had visited and would give land valuation for cemetery use for the CGSEF grazing field and one acre of Digby Trust pasture land.

The Coleshill Cricket Club had agreed that the recently procured nets were in the ownership of the Town Council. Cllr. Farrell suggested a lease agreement for usage and repair responsibility should be created.

The Carnival Committee had requested use of the Memorial Park for the Bonfire Night on 3 November. Members were agreeable to this date but asked the **Town Clerk** to advise the committee that only access via Park Road would be acceptable and no heavy items (vehicles and rides) would be permitted to travel across or be sited on the football pitches.

The meeting closed at 8:40 p.m.



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Town Mayor